

**CALHOUN COUNTY ADMINISTRATIVE SERVICES,
PURCHASING DIVISION
315 WEST GREEN STREET
MARSHALL, MI 49068
(269) 781-0815**

**REQUEST FOR QUOTES
PEST CONTROL SERVICES
RFB #112-11
ISSUED: November 28, 2011**

Calhoun County is seeking a qualified contractor to provide pest control services to seven (7) County buildings or sites per the specifications and terms as detailed below:

SCOPE OF WORK:

1. SERVICE:
 - a) Contractor shall provide regular monthly pest control of roaches, ants, rats, mice, and as needed for other unspecified pests. Proposed contractor shall also state pests/situations/or conditions which are not included in his proposed services.
 - b) After regular preventive pest control programs are in place, the contractor shall be responsible for providing special services to eliminate persistent infestations at no additional costs to the County.
 - c) Regularly scheduled service calls will be arranged with the County Facilities Supervisors or designated contacts, so that normal operations of the buildings are not affected.
2. MATERIALS:
 - a) All materials used by the contractor in pest control must conform to federal, state, and local laws.
 - b) All pest control services shall be performed in a safe manner, consistent with industry accepted standards for pest control procedures, which have been approved by the County.

TERMS & CONDITIONS:

1. Quote price shall include all materials, equipment, and labor to complete the services per the terms and specifications as stated in this Request for Quote.
2. The contractor selected for the award of this contract will be required to provide proof of insurance prior to commencing work activities.
3. The contractor selected for the award of this contract shall be licensed and adhere to

- Michigan Department of Agriculture Regulation No. 637 regarding Pesticide Use. (A copy of this regulation will be maintained on file and is available for viewing.) The County shall be provided with proof of such licensing along with your quote.
4. Work must be completed within the scheduled times and in accordance with the approval of the County so as not to disrupt or endanger County personnel or the public.
 5. This agreement shall be in effect immediately following the acceptance by the County, of the most responsible quote, and will remain in effect for **two years** from the award date.
 6. To receive additional information regarding the buildings , or to make arrangements to view the buildings/sites for quoting purposes, contact the following:

CONTACTS AND FACILITIES:

Justice Center/Correctional Facility: *Jack Beaudrie, (269) 969-6402*

161 E. Michigan Ave, Battle Creek, MI

County Building: *Steve Charron, (269) 781-0771*

315 W. Green St., Marshall, MI

County Jail: *Steve Charron, (269) 781-0771*

212 S. Grand St., Marshall, MI

Albion Human Services Building: *Steve Charron, (269) 781-0771*

101 N. Albion, Albion, MI

Toeller Building: *Jack Beaudrie, (269) 969-6402*

190 E. Michigan Ave., Battle Creek, MI

Juvenile Home: *Steve Charron, (269) 781-0771*

14555 18 ½ Mile Rd., Marshall, MI

Community Corrections: *Jack Beaudrie, (269) 969-6402*

37 Green St., Battle Creek, MI

Quotes are due December 14, 2011 . Quotes should be submitted by U.S. mail or hand delivered Administrative Services, 315 W. Green Street, Marshall, MI 49068. Quotes can also be submitted through electronic mail to kkelly@calhouncountymi.gov.

LATE QUOTES WILL NOT BE CONSIDERED.

The County reserves the right to accept or reject any or all quotes and to waive informalities and irregularities in quotes or quoting procedures, and to accept any quote determined by the County to be in the best interests of the County, even though not the lowest quote. **QUOTES SHALL REMAIN VALID FOR SIXTY (60) DAYS FROM THE OPENING.**

QUOTATION SHEET
RFB # 112-11

<u>FACILITY</u>	<u>YEAR ONE</u>		<u>YEAR TWO</u>	
	<u>price/mo.</u>	<u>price/yr.</u>	<u>price/mo.</u>	<u>price/yr.</u>
Justice Center/Correctional Fac. 161 E. Michigan Ave., Battle Creek	_____	_____	_____	_____
County Building 315 W.Green St., Marshall	_____	_____	_____	_____
County Jail 212 S. Grand St., Marshall	_____	_____	_____	_____
Albion Human Services Bldg. 101 S. Albion, Albion	_____	_____	_____	_____
Toeller Building 190 E. Michigan Ave., Battle Creek	_____	_____	_____	_____
Juvenile Home 14555 18 ½ Mile Rd., Marshall	_____	_____	_____	_____
Community Corrections 37 Green St., Marshall	_____	_____	_____	_____

TOTAL QUOTE AMOUNT, ALL BUILDINGS (24 MONTHS): \$ _____

In addition to the above quote amounts, Calhoun County is requesting pricing for a LEED Certified Integrated Pest Management program for each building.

The Calhoun County Building located at 315 W. Green Street is seeking LEED for Existing Buildings Operations and Maintenance certification and must comply with LEED EB O+M v3 2009 requirements.

1.1 General Scope of Work

All applications will be made by trained personnel who are state certified pesticide applicators. All products applied will be carefully chosen to maximize efficacy and to minimize hazard. Each application will be made in compliance with all federal and state regulations. All pesticide application will comply with Federal (FIFRA) and State (Natural Resources and Environmental Protection Act (Act 451 of 1994) regulations.

Any application of pesticides not considered least-toxic will be scheduled through the Facilities Director so that advanced notification may be given to site occupants.

1.1.1. The service provider must detail a Pest Management Plan and schedule of service that includes;

- 1.1.1.1. The structural and operational actions to inhibit pests
- 1.1.1.2. The means for monitoring pest populations in and around the building
- 1.1.1.3. The proposed primary pesticides (accepted common name and generic name) and alternatives approved by the Environmental Protection Agency (EPA)
- 1.1.1.4. The conditions requiring application of pesticides

1.1.2 The contractor is responsible for maintaining a complete and accurate Pest Management Log Book, which must contain a copy of the current label and EPA registration number for each pesticide used in the buildings. Pest monitoring data sheets must record in a systematic fashion the number of pests or other indicators of pest population levels for the buildings, the location of all traps, trapping devices, and bait stations in or around the property.

1.1.2.1 Service logs will also include;

- 1.1.2.2 Target pests
- 1.1.2.3 Inspection report, including number of pests found
- 1.1.2.4 Conditions conducive to infestation
- 1.1.2.5 Modification measure(s) used
- 1.1.2.6 If pesticides or chemicals are used the name, amount, and location of application will be included.

- 1.1.3 The contractor must provide only qualified pest management personnel with adequate experience. It is the contractor's responsibility to perform all work according to the detailed Pest Management Plan and schedule developed for the property. The contractor must observe all safety precautions and is responsible for the proper use of pesticides.
- 1.1.4 All pesticides used by the contractor must be registered with the EPA and state and/or local jurisdiction. Transport, handling, and use of all pesticides must be in strict accordance with the manufacturer's label instructions and all applicable federal, state, and local laws and regulations.
- 1.1.5 The contractor must minimize the use of synthetic/organic pesticides wherever possible using alternatives methods such as crack and crevice application of pesticides to pest harborage areas rather than fan spraying exposed surfaces in the general vicinity of harborage areas. Pesticide fogs and sprays (including mists and ultralow volume applications) will be restricted to unique situations where no alternative measures are available or practical. All rodenticides, regardless of packaging, must be placed either in locations not accessible to children, pets, wildlife, and domestic animals, or in EPA-approved tamper-resistant bait boxes.
- 1.1.6 Inspection of property and affected areas
 - 1.6.1 This inspection will take place on a monthly basis and/or prior to action taken by the service provider
 - 1.6.2 This inspection will include;
 - 1.6.2.1 Identification of problem areas in and around the buildings
 - 1.6.2.2 Identification of structural features, landscaping, or personnel practices that are contributing to pest infestations
 - 1.6.2.3 Discussion of the effectiveness of previous control efforts
 - 1.6.2.4 Facilitation of contractor access to all necessary areas
 - 1.6.2.5 Informing the responsible parties of any restrictions or special safety precautions, or other constraints that may be in place or put in place.
 - 1.6.3 The use and effectiveness of alternative pest management methods must be documented in monitoring records prior to requesting the use of pesticides.
 - 1.6.4 It is generally unacceptable to apply preventative pesticides inside or outside the building however, preventive pesticide treatment may be allowed on a case-by-case basis.

Additional information regarding LEED specifications:

All previously stated Terms and Conditions apply.

The vendor is strongly encouraged to supply references that could speak to previous work regarding the vendors proficiency in delivering a LEED Integrated Pest Management program.

The vendor is strongly encouraged to submit LEED certification documentation or other related training documentation.

The County may choose to have some buildings serviced with LEED specifications and others serviced with standard pest control services.

If you have additional questions regarding the LEED specifications, please contact Katie Kelly at (269) 781-0815 or kkely@calhouncountymi.gov.

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QUOTATION SHEET INCLUDING LEED SPECIFICATIONS
RFQ #112-11

<u>FACILITY</u>	<u>YEAR ONE</u>		<u>YEAR TWO</u>	
	<u>price/mo.</u>	<u>price/yr.</u>	<u>price/mo.</u>	<u>price/yr.</u>
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